



# Minutes of Meeting

**Meeting No:** 5  
**Date of Meeting:** 23 May 2017  
**Place of Meeting:** East Garforth Primary Academy  
**Purpose of Meeting:** PTA Meeting

**Present at the Meeting:**

Emma Gilyead (EG), Deborah Smith (DS), Claire Whittaker (CW), Karoline Kemp(KK), Rachael Binns(RB), Julie Hartley (JH), Anne Bromley (AB), Andrea Gilliland(AG)

**Sending Apologies:**

Dean Sanderson(DSa)

**Distribution, those above plus:**

School for inclusion on their website

PTA via the Facebook group

**Date of the Next Meeting:** Next academic year (Sept 2017)

	<b>Action</b>
<p><b>Matters Arising</b>            This meeting was planned to be the AGM but was not quorate.             To make it easier to achieve a quorum in future it was decided to keep the committee as Chair, Treasurer and Secretary. Therefore, JH and AB stepped down.</p>	
<p><b>Minutes of the Last Meeting</b>            The minutes of the last meeting were accepted with the following amendment:            RB to provide an estimate of the costs for the murals for each individual class room reading area.</p>	<b>RB</b>
<p><b>Easter Disco Feedback</b>            There was mixed feedback, with a disappointing turnout from KS2.            There were not enough parent volunteers for the KS2 disco. AB suggested asking pupils to ask their parents to help.            We have booked Mr Shuffles for a Halloween Disco on Wednesday 11<sup>th</sup> Oct.</p>	

# Minutes of Meeting

Date of Meeting: 23 May 2017

Meeting No: 5

	Action
<p><b>Events for 2017</b></p> <p><u>Garforth Lions Gala, Glebelands – 25<sup>th</sup> June</u>            We have a pitch at the Gala from 12-4 and plan to offer crafts and possibly other activities.            CW to investigate costs for a stand-up banner.</p> <p><u>Summer Fair - 7<sup>th</sup> July</u>            We plan to hold the non-uniform day for the Summer Fair on 30<sup>th</sup> June, in exchange for donations for the sweet tombola – details to be sent in our weekly newsletter.            As the 7<sup>th</sup> is also sports day the PTA will run a refreshment stall for parents.</p> <p>We asked parents on the Facebook group for suggestions for the Summer Fair. Responses were mixed.            Face painting – it would be too expensive to get someone in to do Face Painting, AB said that she would contact Garforth Academies HABITS to ask if they had students who would be willing to do face painting and nails.</p> <p>We will continue to ensure that there is always a mix of refreshments and prizes on offer. We always ensure that fruit &amp; water are available as a healthy alternative. However, if we are to continue to keep the prices of the stalls as low as possible the only affordable prizes will be small packets of sweets.</p> <p>EG considering providing pre-ordered picnic bags – details to follow in the weekly newsletter</p> <p>JH is sourcing prizes for the raffle.</p> <p>We need teddies for the Adopt a Teddy stall. EG to put an appeal in the first newsletter after half term.</p> <p>Volunteers – RB to ask the staff for ideas for stalls and to run a stall at the fair.</p> <p>EG has asked for a meeting with the Academy Council to find out what activities they would like the PTA to organise, RB to arrange.</p>	<p><b>CW</b></p> <p><b>AB</b></p> <p><b>EG</b></p> <p><b>JH</b></p> <p><b>EG</b></p> <p><b>RB</b></p> <p><b>RB</b></p>

# Minutes of Meeting

Date of Meeting: 23 May 2017

Meeting No: 5

	Action
<p><b>Funding</b> We currently have £2733 in the bank.</p> <p>The PTA has funded the murals in the classroom reading area's for the two Year 6, Year 5 and Year 4/5 classrooms - £1000 and also Sports Bibs - £200. The PTA has also donated baking equipment to the school.</p> <p><u>Future funding Plans</u> To finish the murals in the reading areas for the rest of the classrooms. Pantomime – 9<sup>th</sup> January 2018. EG is in dialogue with Mr Parkinson about contributing to the Year 6 leavers do.</p> <p>EG suggested that the last Friday of each half term be a dress down day for pound donation to the PTA. Everyone's name would go in a draw and the PTA would provide a prize.</p> <p>AG suggested we should investigate producing tea towels with the children's illustrations on (possibly by class).</p> <p>DSa is offering photo packages to parents with a £5 donation for the PTA. EG will provide leaflets to go into book bags</p>	<p><b>EG</b></p> <p><b>DSa/EG</b></p>
<p><b>Communication</b> EG asked for some photos of the reading areas to use in the newsletter RB agreed to provide some.</p> <p>AB suggested offering a prize for filling in a feedback forms at the summer fair. JH suggested bags, JH to investigate.</p> <p>RB to look into printing the PTA newsletter to put in book bags</p>	<p><b>RB</b></p> <p><b>JH</b></p> <p><b>RB</b></p>
<p><b>Community</b> Garforth in Bloom have planted shrubs in the beds outside the school gates. They will provide bedding plants in school colours in the next few days to also go in. JH to organise a planting session. The planter has arrived and the vegetable plants for nursery are ready to be planted in the 1<sup>st</sup> week back. JH to arrange a session. Garforth Growers donated the compost for the plot.</p>	<p><b>JH</b></p>